

Virginia Wireless E-911 Services Board

Project Management Monthly Activity Report

Vendor: MAST International
 Region/Locality: SouthSide
 Period: July, 2002

Activity Report					
Task	Locality	% Complete	Total Hours	Hours this period	Comments
Active Tasks					
(1)Assessment of CPE	Region	50	135	135	Does not include Amelia of Farmville
(7)WSP Contact info Collected for Region	Region	10	42	42	Does not include Amelia of Farmville
(7)Notification Letters sent to each WSP	Region	10	2	2	Notifying of MAST as Proj. Mgr.
(12)Wireless Board Meeting	Region	10	1.45	1.45	
(11)Regional PSAP Meeting for July	Region	10	2	2	Only 4 PSAP in attendance
(11)Information from PSAP Mtg. Sent to all attendees	Region	10	3	3	Info. To PSAPs not in attendance
(15)Wireless Funding Report/Mtg with County Off	Nottoway	10	3	3	Meeting including review for BofSupers
(11)Letters to WSP on Mis-routing of Calls	Halifax	10	1	1	2 Calls mis-routed to other PSAP
(1)Research 2nd Bidder for Recorder Equip	Charlotte		4	4	County Admin. Wants 2nd Bidder
(1)Prepare Presentation for County Officials on CPE	Brunswick	20	30	30	Mtg. Scheduled for 8/01/02
(1) Mtg. W/ Gilbert Wood	Farmville		1	1	Mtg. W/Town Mgr. on 8/02/02
			224.45	224.45	
Completed Tasks					
			0	0	

Issues of Importance		
Issue	Actions Proposed to Resolve Issue	Comments
Planning Mtg. For region with all stakeholders	Contact all stakeholders to schedule mtg.	
Amelia County added to region	Developing Scope of work	Mtg. scheduled.on 8/5/02
Farmville (Prince Edward County) added to region	Developing Scope of work	Mtg. W/Town Mgr.on 8/2/02

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